

**Leto, Usseri, Rombo District
Kilimanjaro Region, Tanzania**

**EXPECTATIONS FOR VOLUNTEERS WORKING AT CORNEL NGALEKU
CHILDREN CENTRE (CNCC)**

1. Volunteers are responsible for arranging their own insurance (medical and personal property).
2. On arrival at Kilimanjaro International Airport you will be met by the Coordinator and driven to Arusha or Moshi where arrangements will be made for your travel to the Centre. On departure arrangements will be made for you to travel to Arusha for debriefing prior to departure from Tanzania
3. Volunteers will be accommodated in a designated guest house within the Centre.
4. CNCC will not provide meals to the volunteers unless invited by the Nuns or workers.
5. Voluntary contributions will be accepted for accommodation and food. If so, monies will be paid to the Sister in Charge.
6. The minimum period of work as a volunteer (from abroad) at the Centre is 4 weeks (a shorter period will be considered depending on circumstances).
7. A beginners' course in Kiswahili is recommended for non-speakers of the language but it is not mandatory. However a Kiswahili dictionary or phrase book would be useful.
8. Daily working hours will be according to mutual agreement with the Sister in Charge at the Centre. Taking part in the care of children will be expected as the core routine.
9. Volunteers will be expected to display faultless and ethical behaviour at all times in order to keep the good reputation of the Centre.
10. Volunteers must keep the guesthouse clean and tidy during their stay and take utmost care of the property of the Centre. Any damage will be made good by the Volunteer.
11. Use of the Internet is possible. Times will be arranged in consultation with the Sister in Charge.
12. CNCC expects from the volunteers that they display **GENUINE LOVING CARE FOR THE CHILDREN.**
13. CNCC takes no responsibility for any loss or damage of volunteers' property whether in or outside the Centre.
14. Volunteers are expected to have sought medical advice prior to travelling and have taken necessary vaccinations as required. CNCC takes no responsibility for injuries that volunteers might meet whether in or outside the Centre

15. Volunteers will sign two copies of these rules to the effect that they agree with the conditions here-in before taking up residence at the Centre.

16. On returning to their home countries, volunteers hopefully will become good and honourable ambassadors for CNCC in order to seek the support of individual and institutional donors.

Expected period of working as a volunteer at CNCC:

I accept to abide by the conditions set in these regulations and any others which are generally applicable to the Centre but not specifically mentioned here.

Name of Volunteer Name of Head of CNCC

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Signature of Volunteer Signature of Head of CNCC

Witnessed by:

Name Signature

Date